

STATE OF CALIFORNIA  
 DEPARTMENT OF GENERAL SERVICES  
 OFFICE OF FLEET ADMINISTRATION  
**ANNUAL MOBILE EQUIPMENT INVENTORY REPORT**  
 OFA 53 (REVISED 8/03)

RETURN TO: OFFICE OF FLEET ADMINISTRATION  
 ATTENTION: KAREN SUSOEV  
 802 Q STREET  
 SACRAMENTO, CALIFORNIA 95814

DATE:	AGENCY BILLING CODE:
-------	----------------------

AGENCY:	DESCRIPTION OF EQUIPMENT BELOW:	TOTAL # OF EQUIPMENT FOR INSURANCE:	TOTAL # OF EQUIPMENT FOR OFA SERVICES:
CONTACT PERSON:			
MAILING ADDRESS:			
CITY:	PASSENGER VEHICLES/SEDANS:		
ZIP CODE:	PICKUPS: LIGHT DUTY- UNDER 8500 GVW*		
CONTACT PHONE #:	PICKUPS: HEAVY DUTY- OVER 8500 GVW*		
CONTACT FAX #:	VANS - CARGO & PASSENGER, BUSES:		
CONTACT EMAIL ADDRESS:	BOATS & TRAILERS:	N/A	
	FORKLIFTS, TRACTORS, TRAILERS, GOLF CARTS:		
	OPERATOR RIDDEN LAWNMOWERS (OVER 20 HORSEPOWER)		
	OTHER:		
	<b>TOTAL # OF EQUIPMENT FOR INSURANCE:</b>		
	<b>TOTAL # OF EQUIPMENT FOR OFA SERVICES</b>		

**Include all CORRECT agency billing codes. If your billing code(s) has changed in the last two years, include the previous number as well as the new number and make a notation to that effect.**

**Include all mobile equipment.**

**Read the list of equipment to be included for Office of Risk and Insurance Management and OFA Services very carefully. The list has changed from previous years to pickups under and over 8500 Gross Vehicle Weight (gvw).\***